



ILLAWARRA ACADEMY OF SPORT POSITION DESCRIPTION: HEAD COACH

MAJOR DUTIES

1. *Oversee the implementation of a high performance coaching and skill development program for Academy scholarship holders*

- ◆ The Head Coach, in conjunction with the Program Manager, is responsible for implementing all aspects of the sports program.
- ◆ The Head Coach, in conjunction with the program staff, is required to regularly liaise with the Academy over the planning, organisation and implementation of the program.

2. *Supervise and assist the coaching staff within the sports program*

- ◆ The Head Coach is responsible for the supervision and involvement of the coaching staff in the program
- ◆ The Head Coach is responsible for delegating tasks to the coaching staff and squad manager.

3. *Promote the Academy program and scholarship holders to achieve excellence*

- ◆ The Head Coach must be cognizant of the objectives of the Academy and assist to enforce the standards expected of the athletes.

4. *Ensure Academy sponsors are well promoted and recognised. Attend certain functions on behalf of your sport*

- ◆ Sponsors, both corporate and government are essential to the Academy's existence and the coach should ensure sponsors are promoted by athletes and staff to the highest levels possible at all Academy activities. This may require attendance at certain functions throughout the year.

5. *Liaise with the Program Manager and sport staff over administrative / organisational duties*

- ◆ The Academy provides administrative support to the programs and coaches are expected to support the key procedures and operations of the Academy administration, including application of effective and cost efficient procedures, forward planning of sport programs, and effective and timely organisation of events and sessions.

6. *In conjunction with the Program Manager, organise and deliver tours and camps*

- ◆ Accompany the squad away on tours, including overseas or interstate travel, if applicable.
- ◆ Tours are an effective part of the development program and it is expected that when required, head coach will assist the Program Manager in the organisation of tours by providing sporting contacts and assisting in tour planning.

7. *Evaluate developments within your sport and advise on recommended changes to the Academy program*

- ◆ The Head Coach is required to keep the Academy informed of developments in their sport and is encouraged to interact with the coaching staff to suggest changes to the program to keep the Academy up to date on relevant coaching and development initiatives.

8. Ensure Academy policies are implemented to full effect and where appropriate provide input to the Academy on the function of policy

- ◆ The Head Coach should be aware of and support Academy policies. Policies are in place to manage potential risk arising from matters concerning fairness and equity, legal issues, financial impacts, and political issues.
- ◆ The Head Coach is entitled to provide input and advice to the Academy on policy related issues and this involvement is encouraged.

LIMIT OF AUTHORITY

As per the guidelines for all Academy program staff the Head Coach requires authority from the Executive Director prior to:

- i) Committing the Academy to expenditure
- ii) Reproducing the IAS logo or name
- iii) Approaching current or prospective sponsors, or service providers
- iv) Act in his/her official capacity in activities outside of Academy
- v) Order equipment, uniforms or merchandise
- vi) Give approval for non-Academy personnel to represent the IAS in aspects such as fundraising, attendance at meetings, or athlete instruction.

PAYMENT

A small honorarium is paid to cover expenses. The amount varies depending upon:

- i) qualifications; ii) length of time with Academy; and iii) nature of the program

SPORTS PROFILE

- ◆ The Head Coach should be committed to the development of junior athletes and have a strong belief in the application of elite coaching activities in relation to individual athlete and coach development.
- ◆ The Head Coach will ideally hold a minimum level 2 coaching accreditation for their sport. (Level 1 accredited coaches may apply however level two applicants are desired)
- ◆ The Head Coach will have a strong background in pre-elite and elite sports programming.

The Academy utilises a range of specialist experts in areas such as fitness testing, sport psychology, sports medicine, nutrition and drug education. It is expected that the Head Coach will have a strong awareness of the role these aspects play in elite development and the Head Coach will be required to participate in these sessions with the squad.

KEY RELATIONSHIPS WITHIN SPORTS PROGRAMS

- Coordinator
- Head Coach
- Coach
- Manager
- Apprentice Coach
- Academy Program Manager
- Officials and Support Staff
- Athletes